

Regional Collection Center (RCC)

Notes for completing the Waste RCC Report Form

- **Gross weight vs. net weight.**

Net weights are needed for the semi-annual waste report. Net weight and gross weight are defined in the report definitions. It is not required to weigh each item of HW as it is brought to the RCC. It is acceptable to use estimated amounts based on standard conversion factors. Be sure to subtract the drum and absorbent weights to report the net weight.

Report amounts collected and managed in POUNDS.

- **RCC program reporting.**

Each RCC is responsible for reporting the hazardous waste that it collects. A “host” RCC that receives hazardous waste for disposal that was collected by another RCC must separate this previously collected waste quantity from the collected figures that the host RCC reports.

- **Counting participation**

As some vehicles bring in waste from more than one household you should report the number of households the waste is actually coming from, not the number of cars delivering the waste.

Definitions of Annual Operations Costs Categories: **(PLEASE KEEP IN MIND THAT THESE ARE GENERALLY DEFINED CATEGORIES THAT GIVE AN INDICATION OF THE EXPENSES ASSOCIATED WITH RCC OPERATIONS. THEY ARE NOT TAKEN INTO ACCOUNT WHEN REIMBURSEMENTS ARE CALCULATED!!)**

- A. Disposal Costs: Costs incurred from commercially contracted companies for disposal of hazardous or universal waste. Costs may include but are not limited to transportation, incineration, fuel-blending, hazardous waste landfilling, technical support, waste profile testing.
- B. Salaries: Costs, including costs of benefits, for all employees working at or with the Regional Collection Center.
- C. Equipment/Supplies: Costs associated with HHW and CESQG waste management including but not limited to gloves, tyvek, drums, packing absorbent, office supplies, mobile unit supplies, general operations supplies.
- D. Overhead: Costs including but not limited to Regional Collection Center utilities, site administration, insurance and depreciation.
- E. Public Education/Advertising: Costs associated with all marketing campaigns and design. Costs may include, but are not limited to, development of campaign, advertising costs, travel expenses for public education trips and public education promotional supplies.
- F. Training: Costs for all training associated with RCC management including but not limited to OSHA Hazwoper (40-hour and 8 hour update), DOT, EPA and DNR training expenses including registration, travel and materials.
- G. Other: All other expenses that do not meet one of the above definitions. Please list these separately.